

INTER-OFFICE MEMORANDUM

Office of Accounts and Control

TO: Chief Financial Officers
State Departments and Agencies **DATE:** February 11, 2003

FROM: Lawrence C. Franklin, Jr., State Controller

SUBJECT: 1) **WEB SITE REPORTS**
2) **CASH STATEMENT**

Effective Monday February 10, 2003, the RI-SAIL Financial Statement web site has three new reports. The first two, Balance Statement Fund/Agency: At the Line Item/Sequence/Source Level and Balance Statement Fund/Agency: At the Line Item Level are similar to the original Balance Statement which was at the natural account level but with different account criteria. The third report, the Cash Statement report, can be used to analyze federal, restricted and RICAP accounts for cash availability.

It is important for all agencies to review all their accounts for cash availability. The reason this analysis is needed is because effective April 1, 2003 our office will begin to control all federal and restricted accounts for the lesser of cash (total receipts, balance forward dollars and cash ARBs) or program (Budget). The lesser of these two will be used to calculate the available balance for making payments in the system. We realize that, in some cases, cash ARBs will be needed to handle any lag in drawing down money. The Budget Office has asked that any cash ARB request be submitted to their office by March 1, 2003 in order to give them time to process the request prior to April 1st. The ARB form on the Budget Offices web site, as well as ours, will be updated to accommodate these new types of requests.

If you have any questions please contact Wayne Hannon at 222-6404 or email at wayneh@gw.doa.state.ri.us.

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